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DDA 81-1885

9 September 1981

MEMORANDUM FOR: Deputy Director for Administration

FROM:

Information Handling Systems Architect

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SUBJECT: Organization of Phase I of the Strategic Planning for IHSs

1. As currently conceived, the plan for developing the Strategic Plan for the Agency's information handling systems (IHS) is composed of four phases (Attachment 1). In the first phase, a series of working groups will meet to address and define the strategic planning goals. These groups will be user oriented. The written product of the working groups will then provide the basis for the implementation strategies to be developed in the second phase. Phase II will also use the working group approach, each focusing on a particular implementation concern. The product of this latter effort will then be used to develop a draft, integrated strategic plan by this office. Using the draft plan, the process of reconciliation of the goals and implementation strategies with Agency resources, funding priorities and budgeting realities will be performed. The resulting final strategic plan for IHSs will be published about 1 September 1982.

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2. This is clearly a tightly-paced program. There are a lot of major issues to be resolved before we can put together a coherent plan. We can also expect to see significant issues arise that are not identified at this time. To be successful, we need to have the time and attention of senior officers throughout the Agency, both to participate in the working groups and to support the overall effort. We also need to be flexible in order to accommodate major problems and issues as they may arise. Maintaining schedule in the context of such problems and issues will require everyone's cooperation and support.

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3. In our view, the issues we face can be most clearly aggregated into five subject areas (Attachment 2):

- o Information Handling Facilities
- o Continuity and Contingency
- o Technical and Scientific Facilities
- o User Productivity and Support
- o Information Protection and Management

The subsumed concerns for each of these issues are provided in the attachment. ☐

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4. Two general constraints were applied in the development of these issue groups and will be applied in their discussion. The first is that it is not the concern of the working group to set or revise requirements for systems; this is the province of the user or acquirer. Thus existing systems and systems under development enter the discussions only in the context of entities which provide specified functionalities or which are specified elements in any future architecture. The second constraint is the "general goodness" types of concerns, such as interoperability and commonality, are not working group concerns. They are required features of the evolving Agency architecture, but are the product of management interaction with the development process, rather than strategic planning. ☐

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5. Because the time of the knowledgeable working group members is precious, we plan to do two things. The first is to provide each working group with a point paper, prepared by this office, covering the issues. This straw-man should get the groups off to a running start, greatly reducing their time requirements. The second is to plan to execute the working group business in three steps. Nominally, the group would meet on a Monday and Tuesday after having read and thoroughly considered the pre-distributed point paper. After discussions and such internal assignments as the chairman may find appropriate, the group will study and discuss the issues, returning the Wednesday and Thursday of the following week with definitive views or positions, hopefully in written form. The executive secretary of the working group, who will be a member of this office, will then prepare the summary report. A brief meeting to review this report may be called by the chairman if he believes it is appropriate. ☐

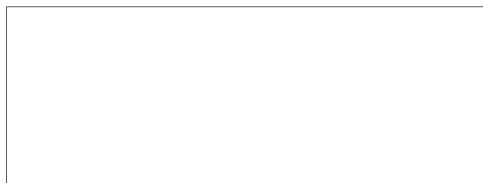
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6. We are now proceeding to discuss the chairmanships of the various working groups with the directorates. We would like broad representation among directorates of the chairmanships as well as membership on the committees. Even though Phase I is primarily user oriented, we would like to see provider representation; and, even though Phase II is provider oriented, we would like to see user representation. We will also be discussing resource requirements with the directorates, in this context. ☐

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7. The first working group is planned to be that for Information Handling Facilities and should meet about 5 October. The others will follow after this one, so that we will have the opportunity to make any adjustments in the process that may be necessary. ☐

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Attachments:
As Stated

PLAN FOR IHSS STRATEGIC PLAN

TASK	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Phase I: Objectives Def.												
Working Group Session (Phased)												
Synthesis												
Report to Senior Mgt.												
Phase II: Implementation Planning												
Dev. of Planning Guidance												
Planning (Parallel)												
Phase III: Dev. of Integrated Plan												
Dev. of Rough Draft Strategic Plan												
Report to Senior Mgt.												
Phase IV: Reconciliation												
Reconciliation with Budget												
Dev. of Final Report												
Report to Senior Mgt.												

Legend



Documentation



Presentation

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1) Information Handling Facilities

- (1) Terminals (including low order Graphics)
- (2) Databases (Manipulation and Retrieval, also Graphics)
- (3) Data Distribution, Dissemination and Access
- (4) Communications and Carrier Links

2) Continuity and Contingency

- (1) Surge
- (2) Interoperability under stressed conditions
- (3) Robustness
 - (a) Reliability/Availability
 - (b) Survivability

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3) Technical and Scientific Facilities

- (1) Modeling
- (2) Computer-Aided Design
- (3) Signal and Mathematical Analysis
- (4) Special Machinery

4) User Productivity and Support

- (1) Computer-Aided Instruction
- (2) Higher Order Languages
- (3) Data Base Languages
- (4) System Utilities
- (5) Implementation Support

5) Information Protection and Management

- (1) Security
- (2) Compartmentation
- (3) Accountability
- (4) Accumulation
- (5) Destruction/Archiving

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